

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, March 10, 2021

Location: Heritage Center

Present: Supervisors R. Gerroll, M. Linsmeier, K. Sitkiewitz, D. Dyzak, D. Zimmer

Other County Board Members Present: Supervisor J. Brey

Others Attending: G. Neuser, J. Shelton, C. Breit, K. Burg

Absent & Excused:

Called to Order The meeting was called to order at 4:30 pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Zimmer, seconded by Linsmeier to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donations/Spreadsheets No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

Public Comment The Committee Chairperson called for public comment three times. No public comment.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

Compost Awareness Week – Sale Pricing Request

Neuser reported on the proposed 50% off sale for screened compost during Compost Awareness Week, May 3-8, 2021, noting it was pick-up only and delivery is not part of this promotion. Motion made by Sitkiewitz, seconded by Zimmer to approve the Compost Week Sale pricing promotion. Motion carried unanimously

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2021 Capital Projects

Breit reported on the 2021 Capital Projects included in the committee packet.

Pay Requests for Capital Projects

No pay requests were submitted for approval.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on current projects in the Communications Division.

2021 Capital Projects Update

Neuser reported on the 2021 Capital Projects included in the committee packet.

INFORMATION SYSTEMS DIVISION

Operations/Projects – Update

Burg reported on the Capital Projects and activities included in the committee packet, noting the new .gov website rollout scheduled for April and multi-factor authentication rollout scheduled for June/July.

Staffing Update

Burg reported that a part-time limited term employee has been added to the department and that recruitment for a full-time Desktop Support Technician is going well with interviews scheduled for next week.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

Expo Improvements 2021 (Outlay from Land Sale) - Update

Shelton reported on the status of 2021 projects underway and planned for 2021.

Americollect Sponsorship – Merchants Building Storage Expansion

Neuser reported building code requirements that mandate a building-wide fire sprinkler system or fire-proof barrier for the addition has made the project unachievable, and that staff is looking into alternate Merchants Building projects for the sponsorship funding and will report back to the Committee once a plan is proposed.

2021 Manitowoc County Fair Update

Shelton reported on the 2021 Manitowoc County Fair.

COVID-19 Revenue Impact

Shelton reported on the financial impact of events cancelled in 2020 and 2021 due to COVID-19 as included in the packet.

Ant Hill Mob Event – Request for Refund

Shelton reported that the Ant Hill Mob has cancelled their April 23-25 event has requested a refund of their \$500 deposit. Discussion. Motion made by Sitkiewitz, seconded by Linsmeier to approve the refund. Motion carried unanimously.

Dairy Promotion Committee – Request for Reduced Rental Rate

Shelton reported on the request from the Dairy Promotion Committee for a \$400 rental rate for their drive-thru Farmer Appreciation Night, which is the same event & rental rate held in November 2020 which was approved by the Committee. Motion made by Zimmer, seconded by Dyzak to the \$400 rental rate for the event. Discussion. Motion carried unanimously.

Recommendation to County Executive for Expo/Ice Center Board Appointment (Paige Soukup)

Shelton reported that Expo Board Chairman and Vice-chairman have recommended Paige Soukup for appointment to the Expo/Ice Center Board.. Motion made by Sitkiewitz, seconded by Dyzak to recommend to the County Executive the appointment of Paige Soukup to the Expo/Ice Center Board. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Sitkiewitz, seconded by Linsmeier to adjourn the meeting at 5:17pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Zimmer